

**WILKINSBURG BOROUGH COUNCIL MEETING**  
**Work Session**  
**January 18, 2012**

**CALL TO ORDER**

President Cohn called the meeting to order at approximately 6:35 PM in Council Chambers, second floor of the Municipal Building, 605 Ross Ave., Wilkinsburg, PA.

**ROLL CALL**

The roll was called to establish a quorum. Council members present were: Mr. Lefebvre, Ms. Evans, Ms. Moore (via telephone connection), Ms. Goodman, Ms. McCarthy-Johnson and President Cohn. Also present were, Marla P. Marcinko, Borough Manager. Mayor John Thompson, Ms. Ervin, Ms. Trice, and Ms. Macklin were absent. A quorum was established.

**PLEDGE OF ALLEGIANCE**

**CAPITAL PLANNING**

**2012 Street Reconstruction Project**

Ms. Marcinko requested Council action for the scope of work for the CD 37 street paving project. The recommendation is for Ross Avenue from Hay Street to Center Street, Rebecca Avenue from Swissvale Avenue to Ella Street and Lindsey Road from Beech Street to Graham Boulevard. Dave Gilliland, Borough Engineer, explained that the other street paving project will be funded through bond proceeds.

Mr. Lefebvre questioned whether there is sufficient funding to demolish the seven structures proposed. Mr. Gilliland responded that he is hoping that will be the case.

Ms. Macklin arrived at approximately 6:42 p.m.

It was the consensus of Council to proceed with the recommended scope of work for the CD 37 paving project.

A motion was made by Mr. Lefebvre, second by Ms. McCarthy-Johnson, to authorize the advertisement for bids for the 2012 Street Reconstruction Project 2012.

**Yes:** Ms. Moore, Ms. Goodman, Ms. McCarthy-Johnson, Ms. Macklin, Mr. Lefebvre, Ms. Evans, President Cohn.

**Motion carried**

**Borough of Wilkinsburg  
Council Work Session  
January 18, 2012**

**Ross Avenue Storm Sewer Project**

A motion was made by Ms. Macklin, second by Mr. Lefebvre, to award the Ross Avenue Storm Sewer Project to Creative Enterprises in the amount of \$15,930.00.

**Yes:** Ms. Evans, Ms. Moore, Ms. Goodman, Ms. McCarthy-Johnson, Ms. Macklin, Mr. Lefebvre, President Cohn

**Motion carried**

**Penn Avenue and Wood Street Light Repairs and Electrical Issues**

Ms. Marcinko requested Council's authorization to obtain the assistance of the Borough Engineer in developing a scope of work for the repairs to decorative lighting in the business district. The scope will be developed with an electrical contractor for a fee.

Ms. Ervin arrived at approximately 7:00 p.m.

It was the consensus of Council to proceed with the project as recommended.

**Center and Woodworth Streets Sanitary Sewer Bids**

Ms. Marcinko advised Council that the low bid for this project was much lower than anticipated and significantly below the amount anticipated and well within budget.

A motion was made by Ms. Macklin, second by Ms. Evans, to award the contract for Center and Woodworth Streets Sanitary Sewer Project to Lawson Excavating in the amount of \$138,135.00.

**Yes:** Ms. Ervin, Ms. Evans, Ms. Moore, Ms. Goodman, Ms. McCarthy-Johnson, Ms. Macklin, Mr. Lefebvre, President Cohn

**Motion carried**

Ms. Evans commented that she is appreciative of the work performed by the Capital Planning Committee and that she had met with the Borough Engineer to obtain a better understanding of the proposed projects. She indicated her intention to look at best practices for capital planning and would like to create a capital planning policy. This is currently being developed by the DCED peer working with the Borough on finance functions.

Ms. Evans advised Council of a PA DOT loan program for street paving which carries an interest rate of 1.75%

**Borough of Wilkinsburg  
Council Work Session  
January 18, 2012**

Ms. Macklin commented about speaking to Pittsburgh History and Landmarks Foundation about looking at the façade of the Borough Building. Ms. Macklin inquired about the school of architecture creating a conceptual plan for the proposed Ardmore Boulevard project.

President Cohn commented about the difficulty of not voting in work sessions and that the Manager had requested that action be taken on a number of outstanding items.

Chief Ophelia Coleman inquired about the status of bids which were received for renovations in the Police Department. Ms. Marcinko advised that she had not seen the bids and President Cohn requested that the information be resubmitted. Chief Coleman advised that a camera system will be installed around the exterior of the municipal building.

**PUBLIC COMMENT**

**Kate Luxemburg – 432 Rebecca Ave. –** Commented on delinquent tax collection.

**PUBLIC SAFETY**

**Fire Truck Bids**

**Reject bids received on December 19, 2011 and authorize the re-advertisement for bids.**

A motion was made by Ms. McCarthy-Johnson, second by Ms. Ervin, to reject the bids received on December 19, 2011 and authorize the re-advertisement for bids.

**Yes:** Ms. Ervin, Ms. Evans, Ms. Moore, Ms. Goodman, Ms. McCarthy-Johnson, Ms. Macklin, Mr. Lefebvre, President Cohn

**Motion carried**

**GENERAL MATTERS**

A motion was made by Mr. Lefebvre, second by Ms. Evans, to authorize the execution of an agreement with the TCVCOG for the collection of municipal service fees on behalf of the Borough for the year 2012.

**Yes:** Ms. Moore, Ms. Goodman, Ms. McCarthy-Johnson, Ms. Macklin, Mr. Lefebvre, Ms. Ervin, Ms. Evans, President Cohn

**Motion carried**

**Borough of Wilkinsburg  
Council Work Session  
January 18, 2012**

A motion was made by Ms. Macklin, second by Ms. Goodman, acknowledging that the Borough has reviewed the proposals for Consulting Services associated with its pension arrangements and selected Rhoades and Wodarczyk, LLC ("Selected Professional") as the most qualified professional. The Selected Professional demonstrated a high level of appreciation of the Borough's objectives and the suggested structure was well thought out. The Selected Professional has a great deal of experience in the local governmental marketplace with respect to the consulting Services requested and the cost set forth was within an acceptable range. In sum, the qualifications, experience, expertise and cost of the Selected Professional cause it to be the most highly rated for these consulting services.

**Yes:** Ms. Moore, Ms. Goodman, Ms. McCarthy-Johnson, Ms. Macklin, Mr. Lefebvre, Ms. Ervin, Ms. Evans, President Cohn

**Motion carried**

**Procedural discussion regarding Borough Council actions.**

President Cohn provided background about a discussion with the Solicitor on how Borough Council conducts business. President Cohn commented that resolutions are not required for every action of Council, including approving expenditures. President Cohn questioned Council's position with respect to taking action by resolution only when legally required. Ms. Macklin commented that she would like clarification directly from the Solicitor. Mr. Cohn read aloud correspondence from the Solicitor which stated that most official action taken by Council can be achieved by voice vote under the Sunshine Act as long as the official minutes record the official action taken. Under the Borough Code there are certain matters that require a resolution which include, but are not limited to, taking temporary loans, re-appointment/appointment annually of an independent auditor, and disposal of personal property by the Borough. Ms. Evans commented she is willing to try what has been recommended. Most action can be taken by motion and actions taken on motions do not require a roll call vote. Ms. Macklin requested the opportunity for Council to discuss these issues with the Solicitor. There was significant discussion on this topic by Council as well as discussion on the level of detail currently included in the meeting minutes. President Cohn will research minutes from other communities for comparison.

A motion was made by Ms. Evans, second by Ms. Ervin, to establish a stop intersection on Kelly Street at Hay Street for westbound travel.

**Yes:** Ms. Macklin, Ms. McCarthy-Johnson, Ms. Goodman, Ms. Moore, Mr. Lefebvre, Ms. Evans, Ms. Ervin, President Cohn

**Motion carried**

**Borough of Wilkinsburg  
Council Work Session  
January 18, 2012**

A motion was made by Mr. Lefebvre, second by Ms. Ervin, to approve Resolution No. 12-007 regarding the real estate assessment process in Allegheny County.

**Yes:** Ms. Ervin, Ms. Evans, Ms. Moore, Ms. Goodman, Ms. McCarthy-Johnson,  
Ms. Macklin, Mr. Lefebvre, President Cohn

**Motion carried**

**ADJOURNMENT**

Being no further business, on motion by Ms. McCarthy-Johnson, second by Mr. Lefebvre, the meeting was adjourned at approximately 8:47 PM.

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Jason Cohn, Council President